

Wiggin Memorial Library - Stratham, NH

Minutes of the Board of Trustees Meeting Tuesday, September 13, 2011

A regularly scheduled meeting of the Board of Trustees took place Tuesday, September 13, 2011 at the Wiggin Memorial Library.

The following persons were in attendance: Chairperson and Trustee Bruce Cotter; Secretary and Trustee Eileen Bischoff; Treasurer and Trustee Vic Collinino; Trustees Murray Segal and Dree Sherry; Alternate Trustees Connie Adams, Lee Beauregard and Vicki Marbacher; Trustee Emeritus Craig Wark and Library Director Lesley Kimball.

Before calling the meeting to order, Bruce Cotter shared various books with the Trustees. These included several examples showing how book design reinforces and complements book content. Also shared was a copy of *Windows of the Past-Four Centuries of New England Homes*, which was the selection chosen by Karen Ryan as an addition to the collection.

Bruce Cotter called the meeting to order at 7:06 p.m.

Craig Wark made the announcement that Bruce Cotter has been named the New Hampshire Library Trustees Association Lillian Edelman Trustee of the Year. Congratulations to Bruce for this well deserved honor.

I. Guests and Welcomes

No guests were present.

II. Action Items

Minutes: The minutes of the August 2011 meeting were reviewed. Murray Segal motioned to accept the minutes. Motion was seconded by Eileen Bischoff. All members were in favor and the August 2011 minutes were approved.

Accept Donations Received: Connie Adams motioned to accept all monetary and in kind donations received since the August 2011 meeting. Motion was seconded by Vicki Marbacher. All members were in order and the donations were accepted.

Accessibility Policy Approval: The revised Library and Material Accessibility Policy was accepted and signed by the Trustees.

Internet Policy Approval: The revised Internet Use Policy was accepted and signed by the Trustees.

Volunteer Policy Approval: Lesley Kimball discussed revisions made to the Volunteer Policy. The revised Volunteer Policy was accepted and signed by the Trustees.

III. Old Business

Staff Appreciation Luncheon: The luncheon will be held Saturday, September 17, 2011 at the home of Bruce and Betsy Cotter. Details were reviewed.

Book Sale: The next used book sale will be October 14-15, 2011. Setup will be Thursday, October 13. A sign-up sheet was passed around.

IV. New Business

Director Evaluation: The Director Evaluation Form and criteria were discussed. Lesley Kimball will send the form electronically to the Trustees. Evaluations should be completed and returned to Bruce Cotter by October 1, 2011.

V. Reports and FYI's

- The Treasurer's Report was reviewed and accepted.
- Fundraising was discussed. Special mention was made of the September 25th fundraiser at Wings Your Way and the October 22nd Craft Fair.
- The Director's Report was reviewed and accepted. Items of special mention include: the upcoming Community Emergency Preparedness Classes, Strategic Plan discussion group schedule, the current newsletter is going out to the Post Office September 14th and the State Library Mobile Computer Lab will be here for the Columbus Day staff training day.
- Bruce Cotter made note that poet Ewa Chrusciel will be at the Water Street Bookstore Wednesday, September 14th.

VI. Executive Session

There was no Executive Session.

VII. Next Meeting and Adjournment

The next meeting of the Wiggin Memorial Library Board of Trustees will be Tuesday, October 11, 2011 at 7:00 p.m. The September 2011 meeting adjourned at 8:20 p.m.

Respectfully submitted,

Eileen M. Bischoff
Secretary and Trustee